

## **DIRECTIONS FOR SUBMITTING VIDEO VIA YOUTUBE :**

- 1) Go to [youtube.com](https://youtube.com)
- 2) Sign in to [youtube](https://youtube.com) using cfa email address and password
- 3) It will prompt [you](https://youtube.com) to create a [youtube](https://youtube.com) username and select your gender -- fill in blanks accordingly.
- 4) This will take [you](https://youtube.com) to your "channel" page where there are two tabs -- Feed and Videos. Click on Videos - then Upload a Video.
- 5) From there - [you](https://youtube.com) can Select Files already saved on computer. [You](https://youtube.com) can also Record from your Webcam right into [youtube](https://youtube.com) if you prefer.
- 6) Select file to upload. Then - while uploading [you](https://youtube.com) can name your video and designate the privacy settings. I would suggest Unlisted -- so anyone with link can view but it won't pop up on random search.
- 7) Copy and paste the link to your video into an email and send to Mrs. Holliday!